MAYVILLE STATE UNIVERSITY

INFORMATION TECHNOLOGY PLAN

**Prepared for the
State of North Dakota
Information Services Division**

June 16, 2006

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IT INFRASTRUCTURE

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2) **Information Technology Overview**

University Mission

The mission of Mayville State University is to educate and guide students, as individuals, so that they may realize their full career potential and enhance their lives. We do this in an environment that reflects our tradition of personal service, commitment to innovative technology-enriched education, and dynamic learning relationships with community, employers, and society.

University Vision

To be known for continuing academic excellence in a cooperative, enjoyable learning environment that anticipates and responds to individual needs.

University Purposes

- Collaborative relationships with schools, employers, and communities that contribute to the economic growth and social vitality of North Dakota

- Effective support for appropriate applications of information technologies to instruction and administration

- Academic programs and services that address real-world career and North Dakota workforce opportunities Innovative, flexible delivery of instruction that meets the needs of the individual

- Enrollment and revenue development through retention, recruiting, and new opportunities

- Assessment and improvement of student learning outcomes and institutional effectiveness

Information Technology Summary

In the past several years, Mayville State University has dramatically improved its information technology services and infrastructure to better serve the university mission. The student-centered approach to learning has been enhanced with a wide range of IT tools and resources coupled with training/orientation for students to be aware and appropriately use the resources. Faculty has on-going training available in the use of multimedia technology. Beginning in 2004, all full-time students and faculty have been provided state of the art Gateway Tablet PC computers with a two year refresh cycle. MSU is the first ubiquitous Tablet PC campus (2004) in the nation and was the fourth notebook campus (1997) in the nation. All classrooms have been equipped with computer projection equipment and wireless connectivity (2004) for access to IT resources. All courses and student enrollment data are populated into learning management software (Desire2Learn) so students have 24/7 access to course materials.

The Technology Planning Committee assists in planning and implementation of technological change at Mayville State University.   MSU emphasizes planning to ensure that the needs of the various campus

constituencies are met. On-going planning provides a direction or guide while allowing the many adjustments necessary because of the rapidly changing nature of technology. This committee has representation by faculty, staff and students. This broad-based committee ensures communication and coordination between those directly involved in technological change and the university as a whole.

Information Technology Changes

Notebook/Tablet PC Initiative: Designed to put portable state of the art, powerful computing power into the hands of all full-time students and faculty. The fall of 2004, all full-time students and faculty received a Gateway 275 Tablet PC convertible computer with Microsoft Windows XP Pro, Microsoft Explorer, Microsoft Office Professional, Novell GroupWise and Novell Netware Clients and McAfee Virus Scan. Other web-based resources are available for instructional and reference via the "MyMSU Portal" such as: Desire2Learn learning management system. Individual academic divisions are responsible for purchasing software specific to their divisional needs. The fall of 2006, all full-time freshman, juniors and faculty will receive a new Gateway 285 Tablet PC computer and full-time sophomores, seniors and part-time faculty will receive the Gateway 275 Tablet PC computer. Fifty percent of all student and faculty Tablet PCs will be replaced annually.

Networked Printers: Networked HP-LaserJet printers are placed in strategic locations throughout the university. Each academic division, business offices, major classrooms, student center, and residence halls have networked printer with a replacement cycle of seven years. Students receive a printing allocation of 300 sheets per semester and can purchase additional allocations if needed. All networked printer accounts accessible to students are managed with P-Counter.

HelpDesk: A full-time HelpDesk area assists students and staff with their technology problems. This office assists students and staff with walk-in problems, telephone assistance, on-site technical support, notebook preparation, inventory maintenance, notebook repairs, and check-out assistance for part-time students. Student workers are hired to enhance the HelpDesk workforce.

Classroom Renovations: Classroom renovation is an on-going process with the LCD projectors on a five year replacement cycle. Since MSU is a ubiquitous Tablet PC campus, the classrooms do not need fixed desktop computers which lowers maintenance, increases classroom reliability since faculty bring their Tablet PC and reduces the number of campus desktops by 35-40 units. Over the last two years, all classrooms were converted to a wireless network environment. When the wireless environment was established, the only wired LAN and electrical that remains in the classroom is around the perimeter of the room and at the instructor console. This allows all classroom furniture to be reconfigured based on the needs of the instructor; previously all tables were 'tethered' with LAN and electrical.

Campus Infrastructure: In 2005, MSU replaced the core switch and continued replacement of fringe switches. With the upgrades, MSU's has a 1GB backbone with 100MB to the desktop. The estimated replacement cycle for the core switch and fringe switches is 8 years.

3. Technology Goals and Objectives

Short-term Goals

To continue to build our campus network, both on and off campus, in such a way as to maximize the student's educational experience by:

- enhancing access to information through the "MyMSU Portal & Desire2Learn learning management system.
- providing all full-time students and faculty with a Tablet PC computer.
- remaining compatible with the rest of the Higher Education Computing Network.
- developing the necessary infrastructure to support on-going change and student centered learning through technology.

To contain overall information technology support costs by supporting only a few specific configurations of computer hardware and software by :
- allowing only one platform, Windows/Intel based, throughout the campus.
- taking advantage of quantity purchases for hardware and leasing arrangements.
- taking advantage of standardization and securing campus software agreements.
- sharing peripheral equipment between academic divisions and administrative offices.

To centralize the purchasing of computers and software in order to avoid duplication of software, avoid machines that are incompatible with the institution's standard, and to receive the greatest purchasing power through quantity purchasing by:
- responsibility of approving all hardware and software purchases through the office of the Chief Information Officer.

Medium-term Goals

To replace all computer hardware on a life-cycle basis of two and five years:
- by leasing state of the art equipment, rather than purchasing
- by leveraging the dollars collected through the students' technology fees
- by budgeting adequate dollars each year to maintain faculty and student Tablet PC computers (two year replacement cycle with 50% replacement each year)
- by budgeting adequate dollars each year to maintain staff desktop computers (five year replacement cycle with one-fifth replacement each year)

To provide support for institution-wide learning initiatives:
- providing software and hardware necessary for instruction; on-campus and at a distance.
- providing web-based services, applications and tools to promote 24/7 access to information and course materials for on-campus and distance students.

4. Information Technology Budget Information

See "MaSU IT State Budget Plan 05-11.xls

IT PROJECTS

Mayville State University has no projects as defined by State Legislation.

Campus Name   **Mayville State University**

Account Code	Account Code Desc	05-07 Biennium			07-09 Request			09-11 Estimate		
		Appropriated*	Local	Total	Appropriated*	Local	Total	Appropriated*	Local	Total
510000	Salaries and Wages	$ 339,344.00	$ 525,447.00	$ 864,791.00	$ 354,614.48	$ 582,392.12	$ 937,006.60	$ 370,572.13	$ 643,397.76	$ 1,013,969.89
516000	Benefits	$ 101,122.00	$ 131,556.00	$ 232,678.00	$ 105,672.49	$ 150,176.02	$ 255,848.51	$ 110,427.75	$ 170,205.94	$ 280,633.69
611000	Professional Development	$ 600.00	$ -	$ 600.00	$ 600.00	$ -	$ 600.00	$ 600.00	$ -	$ 600.00
521000	Travel (As relates to Professional Dev.)	$ 4,000.00	$ 2,000.00	$ 6,000.00	$ 4,000.00	$ 2,000.00	$ 6,000.00	$ 4,000.00	$ 2,000.00	$ 6,000.00
602000	IT Telephone	$ 2,000.00	$ 400.00	$ 2,400.00	$ 2,000.00	$ 400.00	$ 2,400.00	$ 2,000.00	$ 400.00	$ 2,400.00
531000	IT Software/ Supplies	$ 50,000.00	$ 96,827.00	$ 146,827.00	$ 53,000.00	$ 103,827.00	$ 156,827.00	$ 53,000.00	$ 103,827.00	$ 156,827.00
581035, 581040, 581045, 591070, 621230, 621235, 623090	IT Contractual Services and Repairs	$ 112,600.00	$ 888,329.00	$ 1,000,929.00	$ 112,600.00	$ 1,049,000.00	$ 1,161,600.00	$ 112,600.00	$ 1,049,000.00	$ 1,161,600.00
551000	IT Equipment under $5000	$ 101,130.00	$ 30,000.00	$ 131,130.00	$ 108,000.00	$ 30,000.00	$ 138,000.00	$ 142,000.00	$ 30,000.00	$ 172,000.00
693000	IT Equipment $5000 and over	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	Totals	$ 710,796.00	$ 1,674,559.00	$ 2,385,355.00	$ 740,486.97	$ 1,917,795.14	$ 2,658,282.11	$ 795,199.88	$ 1,998,830.70	$ 2,794,030.58
	Number of IT FTE's	3	4.5	7.5	3	5	8	3	5.5	8.5
	Number of vacant IT FTE's		1	1		0.5	0.5		0	0

*Appropriate funds = General & Tuition